

TOWN OF HARTLY
P.O. Box 181
HARTLY, DE 19953

MEETING MINUTES

Thursday, March 10th, 2016

Meeting was called to order by Christine Oldham at 7:03 PM.

Council Present:

Christine Oldham	Victoria Norris
Suzanne Morris	Mark Maguire
Ray Morris	

Public Attendees:

Charlotte Fox	Hazel M. Price
Karen Davis	Roger Davis
Kyle Virdin	Dean Virdin
Mr. Persans	

I. Invocation & Pledge of Allegiance

Suzanne Morris provided Invocation.

Christine Oldham led in Pledge of Allegiance

II. Approval of Previous Minutes/Approval of Tonight's Agenda

Mark Maguire motioned, Victoria Norris 2nd, approval of previous Meeting Minutes. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

Suzanne Morris motioned, Mark Maguire 2nd, approval of tonight's agenda. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

III. Reports

a. Treasury

Report provided by Victoria Norris

Checking Account Ending Balance: \$11,721.95

b. Building Permits

Mark reported no new permits issues this month.

Victoria questioned about a permit needed for the house that removed siding. There is no permit needed to remove siding however one will be needed to put new siding on it. Mark did contact DNREC about the removal of the siding and they did come out and review the situation.

c. Correspondence

Suzanne reviewed the various emails received. Victoria reported one piece of mail was received, Restitution payment of \$50.00

IV. Unfinished Business

a. 2016 Town of Hartly Elections

Suzanne reported on Town of Hartly Elections. Election notices have been posted. Key date March 25 at 5PM is deadline for filing of candidate.

Forms available and council can help complete them if needed.

b. Change in Town of Hartly Meetings dates for 2016

Meetings will be held the 2nd Thursday of every month through the end of the year. The meetings identified in the Town Charter will be postponed to correspond with the 2nd Thursday of that month.

c. Change Bank to save money

Suzanne reported that our current bank account is with Wells Fargo and the monthly fee is \$14.00 when balance is below \$1000. T & D Bank fees for business bank account are \$15.00 monthly when balance is below \$2500. WSFS Bank fees for business bank account are \$5.00 when balance is below \$500. Citizen's bank fees for business bank account are zero monthly regardless of balance.

Mark made motion, Victoria 2nd motion to move bank accounts to Citizens Bank. Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

d. Delmarva Electric

Nothing new to report regarding Delmarva Electric. Senator Lawson, Representative Spiegelman, Samantha Hemphill, and Heather Constant with the Public Service Commission continue to work with them on our behalf.

Additional miscellaneous conversation about previous meeting minutes and clarification regarding the Electric Bill fees and # of light posts.

e. Comprehensive Plan

Suzanne reported that we received formal report back from State's Comprehensive Committee. There are some changes & updates needed prior to resubmitting for a final approval.

f. Fund Raising Committee (Future Events & Holiday Event Results)

Christine invited Kyle from the Ruritan Club to speak. Kyle reported that the Ruritan is starting a Seafood Raffle – drawing to be August 6th – and the proceeds will be split between the Ruritan and Town of Hartly Electric Fund. Tickets available at meeting. Also, Kyle reported that there would be a Fund Raising Quarter Auction at Marydel Fire Hall on March 18th that will be split between Ruritan and Delaware State FFA.

Mark reported no other actions on Town Fund Raising Committee at this time.

g. Family Dollar Progress

Ray reported he needed physical address for the properties. Ray reported that he believes everything is still in progress. There was question about the Town having to move the Town of Hartly sign in the triangle to put in a sidewalk; not sure what final outcome of sidewalk in the triangle is at this time. All is still in the planning phases, progress is not moving as fast as we would like but the plan is moving forward.

h. Restitution from Richie Casson

Suzanne reported Casson is paying the \$50.00 monthly and we have received the reissuance of all back restitution checks. Suzanne did ask for an excel sheet from Superior Court that documented all payments but nothing received to date. We have no farther action in regards to discussing changes of restitution from the Courts/Judge.

i. Sidewalks (TAP)

Mark reported that Ray and he met with DelDOT and Engineering firm. The engineering firm will put together a financial report to let us know what costs will be when we do go to move forward. Estimate it will be several months before they have anything to report or to show to town residents. It will be 18 months to 2 years before anything gets started.

j. Town Council Liability Insurance (proposals/quotes)

Christine reported nothing new at this time. Meeting is tentative scheduled for March 24 or 25th with Selective Insurance.

k. David Kuznicki – Documentary on Hartly and other Small Towns of America

Suzanne reported that David Kuznicki indicated the documentary would be completed shortly after April's elections and he would be providing to PBS for

consideration in August. If we would like to hold a viewing we could do so after August.

I. Other unfinished business as may be necessary for discussion and/or action

No other unfinished business to report. There was additional discussion regarding Term or Life Insurance on Richie Casson however that would need to go through the Court/Judge for clarification of what can be done.

V. New Business

a. Annexation of property

Suzanne handed out town maps that were created for the town showing future annexation of property proposal.

b. Future property annexation

There was discussion on current town limits and future annexation of property. The next 5 year goal is to bring current residential properties that are split between county and town limits to be whole and all within town limits. Farther discussion regarding bring existing homes just outside of limits to be within town limits; that would be a discussion for beyond the next five years.

c. Clarification and Resolution on Town of Hartly Commissioner qualifications

Suzanne reported that the current town charter contains unclear language regarding the qualifications for town council. It was suggest that be reworded and expanded if possible. Changes to the Town Charter would require a lawyer to assist in the re-write and present to Legislation. Changes will need to be discussed at a later date when Town Solicitor is on board.

d. First Reading of New/Revised Town Ordinances

- **Building Permits** – Ordinance was read
- **Property Maintenance**
 1. **Beautification and Maintenance of Town Properties** – Ordinance was read
 2. **Grass Cutting** – Ordinance was read
 3. **Business Licenses** – Ordinance was read

e. Property Tax increase discussion

There is a need to review property tax current rate and update the rate to more appropriately balance the annual Town of Hartly budget. It was suggested that the Finance Committee review the current tax collection and budget and submit a report proposing tax increase needs. It was also discussed that the committee look into the next 5 years and propose a phased-in increase that may be needed.

f. Other new business as may be necessary for discussion and/or action

Mark motioned and Suzanne 2nd to contact Barrett Edwards to request his service as Town Solicitor for the Town of Hartly. Motion Carried

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			

VI. Public Comment / Council Member Comment

- Mrs. Price expressed her concern with a fenced in dog that she passes when she walks to the Post Office in town. The dog, although fenced in, charges at her when she walks by and causes her concern and scare. Council suggested that she contact the Animal Control Division to see what they suggest. The dog is fenced and has not been loose to council's knowledge, the Town has no ordinance in place to control this type issue at this time.
- Mark made motion to send letter to property owner Gene Shahan and Hope Squier because they have tar paper blowing all over the town and ask that they secure the tar paper better so as not to cause it blowing all over the town and to request a written notice as to their plans regarding the house exterior. Suzanne 2nd motion and motion carried

Council Member	Yes - Agree		No – Disagree	Absent	Withhold Vote
Mark Maguire	X				
Victoria Norris	X				
Suzanne Morris	X				
Ray Morris	X				
Christine Oldham	X				

VII. Adjournment

Mark motioned to adjourn, Ray 2nd, motion carried

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Victoria Norris	X			
Suzanne Morris	X			
Ray Morris	X			
Christine Oldham	X			